

MASSACHUSETTS

# Workforce Investment Act

STEERING COMMITTEE

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**WIA Communication No. 00-21**

☒ **Policy**

☐ **Information**

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**To:** Chief Elected Officials  
Regional Employment Board Chairs  
Regional Employment Board Directors  
Service Delivery Area Directors or Designee  
Career Center Directors  
DET Regional Directors  
DET Area Directors  
(Distributions attached)

**cc:** WIA State Partners (Distributions attached)

**From:** Department of Labor and Workforce Development

**Date:** May 24, 2000

**Subject:** **Use of FY2001 Proposed State Appropriation**

**Background:** The FY2001 House budget and the budget proposed by the Senate Ways and Means Committee contain a line item of \$3.75 million to support the One Stop Career Center initiative in the Commonwealth. While the FY2001 Planning Instructions issued by the Division of Employment and Training included the anticipated amount of the proposed State appropriation available to each of the 16 workforce investment regions, no detail was provided to the LWIBs on how these funds were to be reported and budgeted in the Plan submission.

**Purpose:** To provide guidance on the documentation to be provided to the State for the proposed use of these funds in FY2001 to ensure that the legislative intent for the use of these funds to promote and support the One Stop Career Centers are met.

**Policy:** The Commonwealth is requesting a signed Memorandum of Agreement (MOA) be developed between the LWIB and the Chief Elected Official describing the anticipated use of these funds in FY2001 to support the One Stop Career Center initiative and operation in each region. This MOA shall include a budget and budget narrative for the use of these funds and will be signed by both parties. This document will serve as the Scope of Services and budget for the contract between DET and the designated recipient of these funds.

- Action Required:** Each region will prepare an MOA for the use of the anticipated budget allocations detailed in the DET Planning instructions. The preferred course of action is that the signed MOA be submitted with the Local Plan on June 1, 2000. Alternatively, the signed MOA may be submitted to Kim Mc Laughlin at the Department of Labor and Workforce Development no later than June 15,2000. However, if the MOA is not submitted with the Local Plan, it may impede DET's ability to ensure that these funds will be available on July 1,2000. Contracts for these funds will not be released until the signed MOA is received.
- Inquiries:** Any questions related to this policy should be directed to Kim McLaughlin, Acting Deputy Director for Workforce Development at (617) 727-6573 X 104.
- Filing:** Please file this in your notebook of previously issued WIA Communication Series Issuances as 00-21.